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## **CLAIMS**

## What is claimed is:

- 5 1. A method of sending an electronic message comprising the steps of:
  - a) examining syntactic content of said electronic message;
  - b) comparing said syntactic content to a first database for a first match;
  - c) examining said addressed destination of said message to determine an identity of an intended addressee;
    - d) comparing said identity of said intended addressee to a second database for a second match; and
    - e) alerting said sender that said electronic message does not have an attachment, based on said first match and said second match.
    - 2. The method as recited in Claim 1 wherein said steps a) through b) versus said steps c) through d) may be performed, selectively, in any order, and simultaneously.
- 20 3. The method as recited in Claim 1 wherein said first database comprises a list of specified terms indicating that an attachment is likely to be desirable.

4. The method as recited in Claim 3 wherein said specified terms correspond to a high frequency of appearance within electronic messages that have a high frequency of transmission with attachments.

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5. The method as recited in Claim 4 wherein said step b) further comprises the step of recognizing elements of said syntactic content wherein said elements comprise a plurality of syntactic terms.

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- 6. The method as recited in Claim 5 wherein said step b) comprises the steps of:
- c1) identifying certain terms of said plurality of syntactic terms that correspond to said specified terms;

c2) determining that any of said certain terms exist; and

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- c3) triggering said step e) accordingly.
- The method as recited in Claim 6 further comprising the step of: updating said first database, provided that an email attachment is required.

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8. The method as recited in Claim 1 wherein said second database comprises a list of specified addressees.

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- 9. The method as recited in Claim 8 wherein said specified addressees comprise a group of recipients of electronic mail messages, wherein said electronic messages are characterized by a high frequency of transmission with attachments.
- 10. The method as recited in Claim 9, wherein said step c) further comprises the step of recognizing an address of said addressee, wherein said address is an user identifier, a user name, a user email address, a user Universal Resource Locator, or a user alias.
- 11. The method as recited in Claim 10, wherein said step d) further comprises the steps of:
- d1) identifying said address as a certain addressee, wherein said certain addressee corresponds to one of said specified addressees;
  - d2) determining that any of said certain addressees exist; andd3) triggering said step e) accordingly.
- The method as recited in Claim 11 further comprising the step of:

  updating said second database, provided an email attachment is
  required.

13. The method as recited in Claim 1 wherein said step e) comprises activation of an on-screen display, a tone, synthesized speech, a pop-up window, a drop-down flag, or a combination.

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- 14. A method of sending an electronic message comprising the steps of:
- a) examining content of said an electronic message for selected keywords therein, said selected keywords being of a first database of keywords associated with messages that frequently have attachments sent therewith;
- b) provided said electronic message does not already have an attachment associated therewith, alerting a user that said electronic message does not have an attachment associated therewith provided one of said selected keyword is located within said electronic message; and
- c) provided said electronic message does have an attachment associated therewith, updating said first database based on said content of said electronic message.
- 15. A method as described in Claim 14 wherein said electronic20 message is an electronic mail message.
  - 16. A method as described in Claim 14 wherein said step b) comprises the step of displaying a message on a computer display screen that said electronic message does not have an attachment associated therewith.

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- 17. A method as described in Claim 14 further comprising the steps of:
- d) examining a recipient of said an electronic message against selected identifications, said selected identifications being of a second database of identifications that are recipients of messages that frequently have attachments sent therewith;
  - e) provided said electronic message does not already have an attachment associated therewith, alerting a user that said electronic message does not have an attachment associated therewith provided one of said selected identifications is said recipient of said electronic message; and
  - f) provided said electronic message does have an attachment associated therewith, updating said second database based on said recipient of said electronic message.
  - 18. A method of sending an electronic message comprising the steps of:
  - a) examining a recipient of said an electronic message against selected identifications, said selected identifications being of a first database of identifications that are recipients of messages that frequently have attachments sent therewith;
  - b) provided said electronic message does not already have an attachment associated therewith, alerting a user that said electronic message

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does not have an attachment associated therewith provided one of said selected identifications is said recipient of said electronic message; and

- c) provided said electronic message does have an attachment
   associated therewith, updating said first database based on said recipient of said electronic message.
  - 19. A method as described in Claim 18 wherein said electronic message is an electronic mail message.

20. A method as described in Claim 18 wherein said step b) comprises the step of displaying a message on a computer display screen that said electronic message does not have an attachment associated therewith.